

# ***Local Public Agency Certification Program Overview***

Local Transportation Funding Symposium  
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# ***LPA Certification Program Overview/Background***

- ▶ Formation of Group
- ▶ Vision / Mission
- ▶ Certification (what it is/is not)
- ▶ Min. Qualifications & how to become certified
- ▶ Current development status



# ***Who's developing Certification Program?***

- ▶ Local Program Advisory Forum (LPAF)
  - Subcommittee formed to review MC roles & responsibilities, evolved to review all local program
  - Focused on strengths and weakness of LP
  - Developed first set of “Recommendations to Improve Local Program Project Delivery”





# ***Who's developing Certification Program?***

- ▶ One recommendation is to develop a certification process for LPAs to self administer portions of projects.
- ▶ Comprised of Representatives from
  - Wisconsin Department of Transportation (WisDOT)
  - Local Public Agencies (LPA)
  - Federal Highway Administration (FHWA) Wisconsin Division
  - Management Consultants (MC)



# ***What is LPA Certification?***

- ▶ One of FHWA Every Day Counts Initiatives
- ▶ Enables Certified Local Agencies to retain more approval authority & control at the local level when developing federal/state funded transportation projects



# ***Mission ...***

- ▶ Create LPA Certification Program to Stream line project delivery
- ▶ Allow LPA's to work with reduce level of oversight
- ▶ Ensures federal & state requirements are met



# ***More what is Certification?***

- ▶ Eligible projects include any State/Federal funded, state let project
  - STP - Urban
  - STP - Rural
  - STP - Bridge
  - HSIP & Freight
- ▶ Evaluated on a project by project basis
  - Enables LPA flexibility to determine the level of project administration they desire





# ***Certification – What do we mean?***

## ***What does an LPA get?***

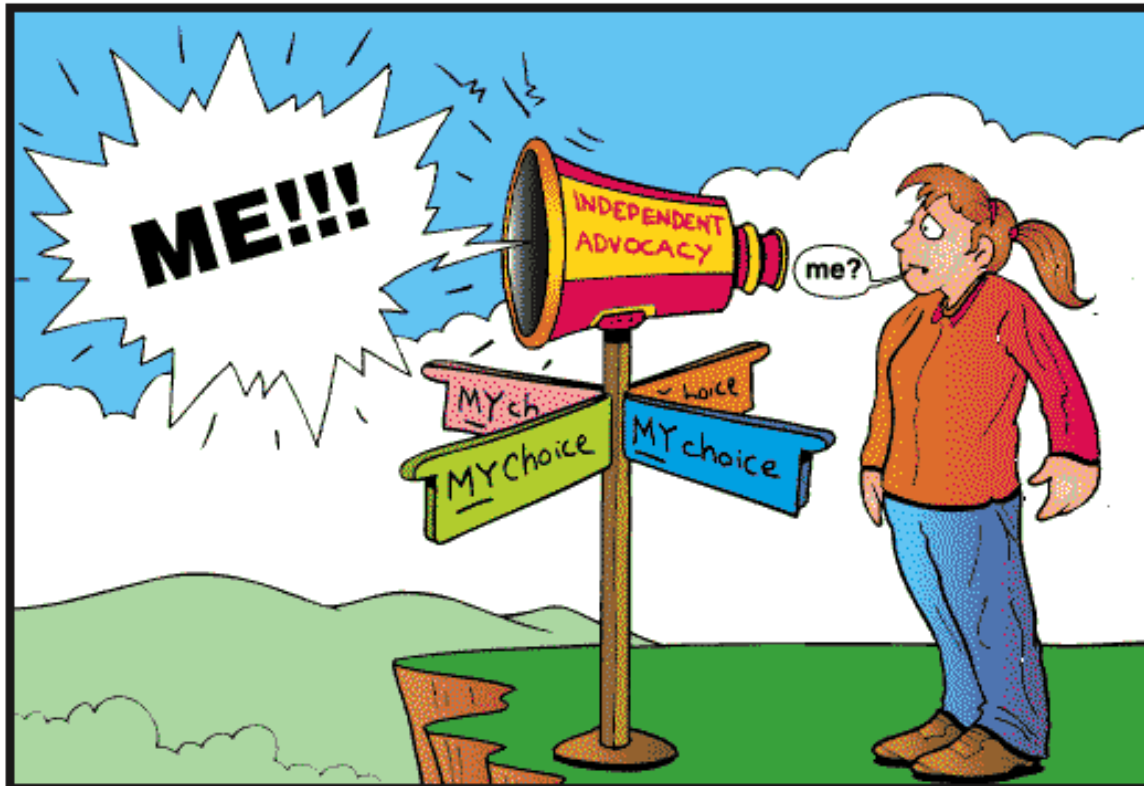
### **Local Public Agency**

- More efficient in delivery of locals projects
- Allows LPA to decide the degree of project administration they are requesting
- Allows LPA to gain increased experience with federal-aid project administration



# Certification: *What it is not*

## ***NOT INDEPENDENT!!***



# *Certification: What it is not.*

***NOT INDEPENDENT!!***

Items that will remain part of WisDOT or FHWA responsibility to review and approve:

- Scheduling and Programming
- Environmental Approvals
- ROW Certification
- FHWA funding authorization
- Project Letting



# ***Certification Requirements***

1. Administered in accordance with the FDM.
2. Full-time employee of the agency in RESPONSIBLE CHARGE
3. Projects must be administered by a PROFESSIONAL ENGINEER (PE) registered in Wisconsin





# ***Certification Requirements***

4. The LPA must have sufficient expertise and capability to perform and/or supervise the project phases for which they are requesting certification in, such as:

- Consultant selection
- Design
- Environmental documentation
- Right-of-Way
- PS&E preparation and submittal

Alternatively the LPA may enter into a contract with consultants for these services.



# ***Certification Requirements***

5. The LPA must have designated an official approving authority for all WisDOT- delegated project approvals. This authority (e.g., agency executive or policy body) must officially approve each project step for which it is the approving authority, as identified in the agreement.



# ***Certification Requirements***

6. Additional requirements:
- Documented procedures
  - QC plan
  - Ability to track financials
  - Access to appropriate publications
  - No compliance issues
  - Training



# ***How does an LPA become Certified?***

- ▶ Complete and submit to WisDOT
  - ***LPA Qualifications Evaluation Form***
  - ***Section II. Project Phases Check Sheet***
- ▶ Reviewed by LPA review committee
  - No formal interview
  - Review team may contact the LPA with additional questions to fully evaluate the LPA's qualifications
  - Approval will be made by the WisDOT LPPM





# ***How does an LPA become Certified?***

- ▶ LPA's approval to administer federal or state funded projects will be effective for the individual project requested.
- ▶ Each subsequent project will require submittal of Evaluation Form and Project Phases Check Sheets.
- ▶ Approval is valid unless circumstances warrant reconsideration and revocation by WisDOT.



# ***Where is the Certification Program at Now?***

- ▶ Developed the
  - ***LPA Qualification Evaluation Form***
  - ***Section II. Project Phases Check Sheets***
- ▶ Identified seven LPAs to participate as Pilot Sponsors
- ▶ LPA Pilot training held March 23, 2015



# ***Where is the Certification Program at Now?***

- ▶ Pilot Project Sponsors
  - Milwaukee County
  - Waukesha County
  - Chippewa County
  - City of LaCrosse
  - City of Onalaska
  - City of Madison
  - Village of Kronenwetter



# ***What's left to develop?***

- ▶ Monitoring and Oversight procedures
- ▶ Additional Pilot materials
- ▶ Revisions to Project Agreements (SMA)
- ▶ Review of Pilot sponsors/projects for lessons learned
- ▶ Development of Local Public Agency Manual

